



## **JOB ANNOUNCEMENT**

### **Coordinator of Educator Effectiveness & Licensing**

**JOB POSTING ID:** 601659  
**APPLY BEFORE:** March 25, 2016  
**LOCATION:** Indianapolis  
**TO APPLY:** [www.careers.IN.gov](http://www.careers.IN.gov)  
**HIRING SALARY:** \$68,800 but will be commensurate with experience

#### **JOB DESCRIPTION:**

The Coordinator for Educator Effectiveness works for the Indiana Department of Education (DOE) and is responsible for the support and implementation of staff performance evaluation laws and rules as they relate to local schools and school districts. Primary duties include supervision of the Educator Effectiveness Specialist in the review of teacher and principal evaluation plans for compliance, development and refinement of state model evaluation plans, interpretation of applicable statutory and rule language, training, advising and informing educators and local districts about evaluation plan requirements, gathering feedback on evaluation plans and processes, and reviewing compensation models under IC 20-28-9-1.5. Additional duties include responsibilities related to collection and public reporting of evaluation data, oversight of all onsite monitoring visits for evaluation implementation, managing the Teacher of the Year and Milken Educator award programs, managing state and federal grant programs related to rewarding effective and highly effective educators, serving districts, administrators and teachers in determining systems of evaluation, capacity to conduct annual evaluations and the incorporation of student data in certified school staff ratings. In conjunction with supporting districts in their transition to new evaluation systems aligned to IC 20-28-11.5, this position assists in training, implementation, monitoring and production of resources. This position encompasses, but is not limited to, the following responsibilities:

- Supervise Educator Effectiveness Specialist in the performance of duties in support of program, center and DOE goals and objectives
- Create and conduct presentations on the state evaluation and compensation models;
- Develop new training resources to support the evaluation processes at both the corporation and school levels;
- Manage the Teacher of the Year and Milken Educator award programs
- Manage state and federal grant programs for rewarding highly effective and effective teachers
- Develop corporation-level support for re-alignment of professional development including gathering and organizing information on best practice and disseminating information;
- Provide support to DOE Outreach staff and the 9 regional education service centers;

- Research and propose ideas for the state evaluation model to include measurements of effectiveness for superintendents, assistant principals, and other certificated employees not currently included in the state model;
- Provide assistance in updating/revising the state model evaluation system;
- Responsible for data collection relative to evaluation and compensation plans, evaluation results and the public reporting of those results as required by law;
- Other duties as assigned to support the goals of the DOE.

#### **PREFERRED EXPERIENCE & COMPETENCIES:**

Minimum of Master's degree or higher in education or related field plus experience as a P-12 teacher. Administrative and/or supervisory experience is preferred.

- Comprehensive understanding of legislation and rules affecting teacher evaluations, compensation models and teacher effectiveness;
- Considerable knowledge of the organization and management of school corporations with respect to the preparation, evaluation and employment of school personnel
- Capability to create and execute presentations
- Ability to self-direct project completion and work
- Ability to organize work effectively and to prepare well-written reports;
- Skill in oral and written communications, including competence in the use of information technology (Microsoft Office Professional or equivalent and literacy in online communities, file-sharing, networking, etc.);
- Diplomacy and tact required